

# MEETING OF THE ONEIDA COUNTY PUBLIC WORKS/SOLID WASTE COMMITTEE

DATE: JANUARY 12<sup>TH</sup>, 2017

MEMBERS PRESENT: JENSEN, PASZAK, TIMMONS, HOLEWINSKI, CUSHING

ALSO IN ATTENDANCE: STEFONEK/COMMISSIONER, JOLIN/ HIGHWAY & SOLID WASTE DEPARTMENTS, BOB MOTT/SUPERVISOR, NICK SABATO/ LAKELAND TIMES

The following matters were taken up to wit:

1. Jensen called the meeting to order at 8:00 a.m. It was noted the meeting was properly posted and the media notified.
2. **Motion:** Cushing/Paszak to approve the agenda. Items may be taken out of order at the discretion of the Chairman. All ayes
3. Chairperson Jensen stated that there was a quorum of the Public Works Committee and also a quorum of the Administration Committee; although, no Administration business was expected to be conducted.
4. **Motion:** Cushing/Jensen to approve the minutes of the Public Works/Solid Waste meeting held on December 29<sup>th</sup>, 2016 with the correction to number seven to read that the change is for 2016 and moving forward. Finance department to do a journal entry to correct books. All ayes
5. **Motion:** Timmons/Jensen to approve Highway Department vendor vouchers #1-8 for \$69,521.72 and vendor vouchers #9-13 for \$7,465.81 and to approve Solid Waste vendor vouchers for a total of \$46,857.30. All ayes
6. **Motion:** Cushing/Timmons to approve the 2017 Solid Waste Blanket Purchase Orders as presented. All ayes
7. Mott requested that the County provide backup service to the Town of Schoepke for snowplowing. Discussion was held and Committee expressed concerns about setting precedence, driver availability and that in the past it was too expensive for the County to plow for the townships. Committee advised Mott that they would not move forward with providing this service.

Jensen noted at 8:29 am there was no longer a quorum of the Administration Committee.

8. Stefonek reported that the highway department uses strictly non-ethanol gas and therefore the cost is higher. Sheriff's department is reportedly buying fuel from Kwik Trip at a lesser cost. Stefonek will meet with Kwik Trip representatives and discuss the possible options.
9. **Motion:** Cushing/Jensen to approve the request to hire a Winter LTE position as a backup for the Town of Enterprise route. All ayes
10. **Motion:** Jensen/Paszak to approve a temporary additional \$2 per hour for a Lead person at Solid Waste contingent upon the Committee's approval of the new job description. All ayes
11. No action taken on Highway LTE office personnel. Stefonek directed to provide a fiscal impact report and a report depicting reasons additional help is needed.

12. No closed session required.
13. 2017 Road Specifications were discussed. Stefonek will compile specifications and bring to next meeting for further action.
14. Discussion about the Highway 8 fatality accident was held. Committee inquired about proper procedure and what is the highway department's role at an emergency scene. Committee recommended Stefonek meet with Ken Kortenhof, (Emergency Management), and discuss how the system works, who is in charge of traffic control, and determine the highway responsibilities other than road cleanup.
15. No action taken on the Commissioner's attendance at the Power Outage Drill in Rothchild. Commissioner will not attend.
16. Jolin reported to the Committee that she had a meeting with the employees at Solid Waste and listened to ideas to save the department money. Jolin was impressed with the openness of the employees and felt that the employees reacted favorably to the respect shown to them. She told the Committee that she is working with the Finance and Treasurer's offices with regard to a credit/debit card machine. Contacts have been made to reduce double handling of some recycled material by having the buyer leave a trailer on site. Jolin has begun setting up routine maintenance reports for equipment with the help of Chris Frank from the highway department. Jolin expressed concern that to date she has been unable to access the previous solid waste patrol superintendent's computer files. She and Stefonek will contact the IT department and stress the importance of this getting done.
17. Stefonek reported he contacted WisDot regarding removal of the plastic newspaper tubes from the highway right-a-ways after receiving a request letter from a private individual looking for permission to remove them. A consent letter from every resident would be needed but WisDot emphasized that the land owners could take them down themselves. Stefonek further reported that he has contacted Mike Romportl from the land information office for help locating the right-of-way on Highway K and expects to have an understanding by the February or March. Stefonek then told the Committee that at the suggestion of Ben Rich, State Patrol Superintendent, that the highway department administration has begun holding team meetings every other Friday morning and noted the positive discussions that have surfaced. Highway department crew developed an idea and approached the superintendent who helped work out the details to get a pothole fixed in a much safer and efficient manner. Stefonek will present a report on beet juice at a later meeting but said the tanks are plumbed and ready for electric.
18. Future Meeting dates:
  - Thursday, January 26<sup>th</sup>, 2017 at 8:00 am
  - Thursday, February 9<sup>th</sup>, 2017 at 8:00 am
19. Future Agenda Items:
  - Emergency Policy and Procedure / call time
  - Vehicle usage
  - Position requirements
20. **Motion:** Cushing/Timmons to adjourn at 9:35 am. All ayes

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Committee Chairperson

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Committee Secretary